



Building Services

Farm Buildings Application Guide



Town of Halton Hills
1 Halton Hills Drive
Halton Hills ON L7G5G2

General Inquiries: 905-873-2600 Ext. 2924

Website: www.haltonhills.ca

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Farm Buildings – General

This guide summarizes the list of requirements that must be fulfilled prior to the issuance of building permits for farm buildings. In addition, an attempt has been made to explain some of the special requirements necessary for the safety and health of humans in and around farm buildings.

The National Farm Building Code of Canada (NFBC) 1995, in conjunction with the Ontario Building Code (OBC) 1997, regulates the construction of farm buildings in Ontario. The construction, including extensions, renovations, and relocation, of a farm building greater in area than 10 square metres requires a building permit.

The OBC defines farm buildings as all or part of a building,

- a) That does not contain any areas used for residential occupancy,
- b) That is associated with and located on land devoted to the practice of farming, and
- c) That is used essentially for the housing of equipment or livestock or the production, storage or processing of agricultural and horticultural produce or feeds.

Accordingly, a building located on a farm that is used principally as a residence or that is used to retail farm produce is not considered a farm building. Likewise, a horse barn located within a racing compound and not on a farm is not considered a farm building. The NFBC 1995 does not apply to these buildings, but a building permit is still required for their construction.

The NFBC sets special requirements for farm buildings in matters affecting human health, fire safety and structural sufficiency to reflect the low human occupancy in such buildings, the typical isolation of farm buildings and the special nature of the occupancies involved. The OBC deems a building to be a farm building of low human occupancy if its occupant load is not more than one person per 40 square metres of floor area during normal use. For instance, some of the fire safety and structural requirements are less stringent than those for other buildings because of low occupant load.

Although earthen pits used for the storage of manure are not considered “buildings” and building permits are not required for their installation, prior approval must be obtained from the Ontario Ministry of Agriculture and Food (OMAF) before installation can proceed.

Building Services is available to guide applicants through the building permit process. Contact 905-873-2600 ext. 2924 to schedule a pre-application meeting.

Zoning Requirements for Farm Buildings

Farm buildings like the majority of buildings in the Town of Halton Hills, are subject to one of two forms of land use control. Either the Town of Halton Hills Zoning By-law that governs the erection of buildings and the use of land, or the property is subject to the

land use regulations of the Niagara Escarpment Commission (NEC), a provincial agency.

Contact the Town of Halton Hills Zoning Officer at 905-873-2600 ext. 2320 to determine whether the Town or NEC regulations apply to the property, and if the property is subject to the Town's Zoning By-law, the land use regulations that apply to the land and buildings. If a property is subject to NEC regulations, a building permit is still required from the Town of Halton Hills, once the approval of the NEC is obtained.

In addition to the land use regulations, the construction of a farm building may be subject to Other Applicable Law, as defined by the Ontario Building Code.

Many properties may be subject to the Fill and Construction Regulations of one of the three local Conservation Authorities: Conservation Halton, Credit Valley Conservation, or Grand River Conservation Authority. If the property is in a regulated area, proof of compliance with the regulations from the applicable conservation authority will be required, in order for the Town to issue a building permit.

Those agricultural properties containing livestock are also subject to the Nutrient Management Act (Ontario Reg. 267/03). If the Act is applicable to the livestock operation, proof of compliance with the Act will be required by the Town in order to issue a building permit.

Halton Conservation
2596 Britannia Road West R.R. #2
Milton, ON L9T 2X6
905-336-1158
www.conservationhalton.on.ca

Credit Valley Conservation Authority
1255 Old Derry Road
Mississauga, ON L5N 6R4
905-670-1615
www.creditvalleycons.com

Grand River Conservation Authority
P.O. Box 729
Cambridge ON N1R 5W6
519-621-2761 or Toll Free 1-866-900-4722
www.grandriver.ca

Niagara Escarpment Commission
232 Guelph Street
Halton Hills, ON L7G 4B1
905-877-5191
www.escarpment.org/home/index.php

Ontario Ministry of Agriculture and Food
Nutrient Management Information Line
Toll Free 1-866-242-4460
www.omafra.gov.on.ca

Design Requirements

Farm buildings use the same construction materials as other buildings, but they differ in design and construction practices. The reasons for this difference include special considerations for: enormous pressures in silos and grain bins, moisture problems in livestock and food storage buildings, fire risks associated with large quantities of highly combustible hay and straw, and the overriding necessity to keep construction costs low enough to allow our agricultural production to be competitive with production in other countries.

Farm buildings should be designed by individuals who are experienced in agricultural building design. The following are some of the factors that require special design consideration: the structural floor loads in farm buildings are generally very high because the floors support livestock, farm products, heavy machinery and equipment; the spans of roof trusses are significant due to functional requirements; barns with sides open or partially open, or with large door openings are especially susceptible to the effects of wind, etc.

In many instances, especially for larger or complex farm buildings under Part 4 of the OBC, such designers are required to be professional engineers who are licensed to practice in Ontario.

However, it is acceptable that other designers (including owners) may design certain types of farm buildings of low human occupancy if they are not more than two storeys in height and have a maximum building area of 600 square metres. These buildings may be designed using the prescriptive provisions in Part 9 of the OBC.

The NFBC specifies design criteria for the structural design of farm buildings. This information must be used in conjunction with the requirements of Part 4 or Part 9 of the OBC to prepare a complete structural design.

The following table is a general summary of the design requirements for farm buildings but it does not include all the situations that will require an Engineered Design. Contact Building Services 905-873-2600 ext. 2924.

Type of structure	Size	Engineer Design & Review
Farm Building	greater than 600 square metres	Required
	less than 600 square metres	May require critical components to be addressed by a Professional Engineer.
Roof Trusses	for all buildings	Required
Farm Building span (width)	if greater than 18.2 metres (59.54 feet)	Required
Farm Building height	if greater than 6 metres (19.6 feet)	Required
Liquid Manure Storage	all sizes	Required
Solid Manure Storage	surface area greater than 600 square metres or having a wall greater than 1 metre of exposed height	Required
	surface area 600 square metres or less, or having a wall with 1 metre or less of exposed height	May require critical components to be addressed by a Professional Engineer.
	roof width greater than 18.2 metres (59.45 feet)	Required
	building height greater than 6 metres (19.6 feet)	Required
Grain Bin concrete footings	Any size	Required
All pre-engineered farm buildings	Any size	Required

Design of the larger farm buildings must also address the fire safety requirements (fire and spatial separations, fuel storage tanks, electrical installation, exits) and health requirements (waste disposal, ventilation) of the OBC.

Safety of farm buildings must be of the utmost concern to owners, designers and contractors. It can be compromised for any of the following reasons:

- The absence of competent design
- The building was not erected according to design

- The building has been altered or added to, causing drastic changes in the snow distribution on the roof
- The building function was extended to uses beyond the original design
- The building has deteriorated due to lack of maintenance

Application/Building Permit Issuance Process

Every attempt has been made to provide a complete list of applicable documentation information that must be part of the building permit application. Should any additional documentation, information and/or approvals be required during the processing of a specific application, the applicant will be notified accordingly.

The following items shall be provided/addressed at the time of the application submission:

- All applicable laws must be complied with
- Building permit fees must be paid
- Design documentation must be submitted
- The application form must be completed
- Other documentation (property owner's authorization, general review commitment certificate for the Professional Engineer, etc.)

Application form

A standardized application form prescribed by the Ministry of Municipal Affairs and Housing needs to be completed. A copy of the application form is included in this Guide. Alternatively, an application form can be obtained from the Building Services counter at the Town of Halton Hills, or on the Ministry of Municipal Affairs and Housing website: www.mah.gov.on.ca/index.htm

Building Permit Fees

Permit fees are calculated based on the following formula:

Permit Fee = Service Index (SI) x Floor Area

The floor area means the total floor space of all storeys above grade measured as the horizontal area between the outer face of exterior walls and to the centre of demising walls. Floor area shall include mezzanines.

The Town has established two different Service Index Values (\$/M²) for:

- a) Pole barns
- b) Other farm buildings

For the current fee schedule <http://www.haltonhills.ca/userfees/index.php>

The applicant for any building permit shall pay the full permit fee at the time of application. Any additional fees as determined through verification of building areas by Town staff are payable prior to the issuance of the permit.

Design Documentation (two copies of each document):

- Architectural/Structural drawings (including foundation plan, floor plans, cross sections, elevations, roof plan/design)
- Design details/notes
- HVAC drawings, if applicable
- Plumbing drawings, if applicable
- Sewage System Design, if applicable
- Survey/plot plan (showing location of proposed farm building(s) with measurements to the lot lines and any other adjacent buildings/structures presently on the property, location of septic tank and tile bed, if applicable, and location of proposed and existing accesses to the property). A grading plan may also be required, depending on the possible impact on the adjacent residential properties

Other requirements/approvals

Prior to the issuance of a building permit from the Town, other approvals may be required. Building Services is available if assistance is required to determine which approvals apply to a specific application.

Entrance Permits

If a new access to the property is proposed, an entrance permit is required to be obtained from the applicable road authorities prior to commencing the work.

Town of Halton Hills
Engineering Services
1 Halton Hills Drive
Halton Hills, ON L7G 5G2
905-873-2600 ext. 2200
www.haltonhills.ca

Halton Region
Services Permit Technician
1151 Bronte Road
Oakville, ON L6M 3L1
Dial 311 if you have a Halton phone number or Toll Free 1-866-442-5866 ext. 6031
www.halton.ca

Ministry of Transportation Ontario (MTO)
1201 Wilson Avenue
7th Floor, Building D
Downsview, ON M3M 1J8
416-235-5124
www.mto.gov.on.ca/english

Excavation Permits

Are required to be obtained from the applicable road authorities to install services (i.e.: gas, hydro, etc.) within the public right-of-way.

Halton Hills Hydro
43 Alice Street
Acton, ON
519-853-3700 ext. 253
www.haltonhillshydro.com

Union Gas
P.O. Box 2001
Chatham, ON N7M 5M1
Toll Free 1-800-400-2255
www.uniongas.com

Damage Deposit (safeguard for Town-owned infrastructure such as roads and curbs)

Damage Deposit is required to be paid and will be collected prior to the issuance of the building permit. Upon completion of the work, closing of the building permit and inspection by Town staff for damages, the deposit will be released to the property owner.

Development Charges

“Agricultural development” is generally exempt from charges pursuant to the Development Charges Act. However applicants should complete a Non-Residential Development Charges Form, which will be sent by Building Staff to the Town of Halton Hills, the Regional Municipality of Halton and the Halton District School Boards to ensure that the proposed construction meets the exemption criteria, as set out by the said authorities.

Halton District School Boards
PO Box 5005 STN LCD 1
Burlington, ON L7R 3Z2
905-335-3663 ext. 3240
www.hdsb.ca

Regional Municipality of Halton
1151 Bronte Road
Oakville, ON L6M 3L1
311, if you have a Halton phone number
Toll Free 1-866-442-5866 ext. 7290 www.halton.ca

Town of Halton Hills
1 Halton Hills Drive
Halton Hills, ON L7G 5G2
905-873-2600 ext. 2221
www.haltonhills.ca

When all required documentation is submitted in support of a building permit application and all fees have been paid, the Chief Building Official is required to issue a permit within 15 to 20 working days, depending on the building size.

If, during the review process, it is determined that deficiencies exist that prevent the Chief Building Official from issuing a building permit, a letter indicating all deficiencies will be issued within the same timeframe. The applicant may address the deficiencies or choose to cancel the application.

Field Inspections

When the application review process is completed and the appropriate permit issued, the construction phase may begin.

While work is being done, the permit must be posted in a conspicuous location on site. The plans and/or specifications reviewed by Building Services must also be kept on site and available for review by a Building Inspector.

All work must be carried out in accordance with the reviewed building permit documentation.

Any proposed changes to the plans must be submitted to Building Services and approved prior to actual construction.

All mandatory inspections required for a farm building will be listed on the building permit card, which is given to the applicant at the time of the issuance of the building permit.

The person responsible for the construction project must schedule each inspection, allowing 48 hours advance notice, excluding weekends and statutory holidays.

If a building inspector determines that some work does not conform to the approved plans or the Ontario Building Code, he will advise the applicant through a written inspection report what is to be remedied.

When all work and the Town's inspections have been completed, the building permit will be closed.

An open building permit is an order against the property and may cause a problem to owners (when selling the property or during a re-financing process). A building permit

may be revoked by the Chief Building Official should construction not commence within six months of the issuance of the building permit.

Contacts

Town of Halton Hills
Building Services
905-873-2600 or Toll Free 1-877-712-2205
Fax: 905-873-3036
www.haltonhills.ca/BuildingPermits/index.php

- Building Permits Inquiry ext. 2924
- Building Inspection Inquiry ext. 2922
- Zoning Officer ext. 2320

Town of Halton Hills
Planning, Development and Sustainability Department
Manager of Development Review
1 Halton Hills Drive
Halton Hills, ON L7G 5G2
905-873-2600 ext. 2295
<http://www.haltonhills.ca/planning/index.php>

Regional Municipality of Halton
Engineering Department (Municipal Services)
1151 Bronte Road
Oakville, ON L6M 3L1
311, if you have a Halton phone number or Toll Free 1-866-442-5866
www.halton.ca

Region of Halton Health Department (for well approval)
1151 Bronte Road
Oakville, ON L6M 3L1
311, if you have a Halton phone number or Toll Free 1-866-442-5866 ext. 7357
www.halton.ca/cms/one.aspx?objectId=9090

Application for a Permit to Construct or Demolish

Application for a Permit to Construct or Demolish

This form is authorized under subsection 8(1.1) of the Building Code Act.

For use by Principal Authority			
Application number:		Permit number (if different):	
Date received:		Roll number:	
Application submitted to: _____ (Name of municipality, upper-tier municipality, board of health or conservation authority)			
A. Project information			
Building number, street name		Unit number	Lot/con.
Municipality	Postal code	Plan number/other description	
Project value est. \$		Area of work (m ²)	
B. Purpose of application			
<input type="checkbox"/> New construction <input type="checkbox"/> Addition to an existing building <input type="checkbox"/> Alteration/repair <input type="checkbox"/> Demolition <input type="checkbox"/> Conditional Permit			
Proposed use of building		Current use of building	
Description of proposed work			
C. Applicant			
<input type="checkbox"/> Owner or <input type="checkbox"/> Authorized agent of owner			
Applicant is:			
Last name	First name	Corporation or partnership	
Street address		Unit number	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax ()	Cell number ()	
D. Owner (if different from applicant)			
Last name	First name	Corporation or partnership	
Street address		Unit number	Lot/con.
Municipality	Postal code	Province	E-mail

Telephone number ()	Fax ()	Cell number ()
E. Builder (optional)		
Last name	First name	Corporation or partnership (if applicable)
Street address		Unit number Lot/con.
Municipality	Postal code	Province E-mail
Telephone number ()	Fax ()	Cell number ()
F. Tarion Warranty Corporation (Ontario New Home Warranty Program)		
i. Is proposed construction for a new home as defined in the <i>Ontario New Home Warranties Plan Act</i> ? If no, go to section G.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii. Is registration required under the <i>Ontario New Home Warranties Plan Act</i> ?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
iii. If yes to (ii) provide registration number(s): _____		
G. Required Schedules		
i) Attach Schedule 1 for each individual who reviews and takes responsibility for design activities. ii) Attach Schedule 2 where application is to construct on-site, install or repair a sewage system.		
H. Completeness and compliance with applicable law		
i) This application meets all the requirements of clauses 1.3.1.3 (5) (a) to (d) of Division C of the Building Code (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules, and all required schedules are submitted). Payment has been made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the <i>Building Code Act, 1992</i> , to be paid when the application is made.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii) This application is accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> .	<input type="checkbox"/> Yes	<input type="checkbox"/> No
iii) This application is accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
iv) The proposed building, construction or demolition will not contravene any applicable law.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
I. Declaration of applicant		
I _____ declare that: (print name)		
1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge. 2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.		
_____ Date	_____ Signature of applicant	

Personal information contained in this form and schedules is collected under the authority of subsection 8(1.1) of the *Building Code Act, 1992*, and will be used in the administration and enforcement of the *Building Code Act, 1992*. Questions about the collection of personal information may be addressed to: a) the Chief Building Official of the municipality or upper-tier municipality to which this application is being made, or, b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made, or, c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing 777 Bay St., 2nd Floor. Toronto, M5G 2E5 (416) 585-6666.

Schedule 1: Designer Information

Use one form for each individual who reviews and takes responsibility for design activities with respect to the project.

A. Project Information			
Building number, street name		Unit no.	Lot/con.
Municipality	Postal code	Plan number/ other description	
B. Individual who reviews and takes responsibility for design activities			
Name		Firm	
Street address		Unit no.	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number ()	Fax number ()	Cell number ()	
C. Design activities undertaken by individual identified in Section B. [Building Code Table 3.5.2.1. of Division C]			
<input type="checkbox"/> House	<input type="checkbox"/> HVAC – House	<input type="checkbox"/> Building Structural	
<input type="checkbox"/> Small Buildings	<input type="checkbox"/> Building Services	<input type="checkbox"/> Plumbing – House	
<input type="checkbox"/> Large Buildings	<input type="checkbox"/> Detection, Lighting and Power	<input type="checkbox"/> Plumbing – All Buildings	
<input type="checkbox"/> Complex Buildings	<input type="checkbox"/> Fire Protection	<input type="checkbox"/> On-site Sewage Systems	
Description of designer's work			
D. Declaration of Designer			
I _____ declare that (choose one as appropriate): (print name)			
<input type="checkbox"/> I review and take responsibility for the design work on behalf of a firm registered under subsection 3.2.4. of Division C, of the Building Code. I am qualified, and the firm is registered, in the appropriate classes/categories. Individual BCIN: _____ Firm BCIN: _____			
<input type="checkbox"/> I review and take responsibility for the design and am qualified in the appropriate category as an "other designer" under subsection 3.2.5. of Division C, of the Building Code. Individual BCIN: _____ Basis for exemption from registration: _____			
<input type="checkbox"/> The design work is exempt from the registration and qualification requirements of the Building Code. Basis for exemption from registration and qualification: _____			
I certify that:			
1. The information contained in this schedule is true to the best of my knowledge.			
2. I have submitted this application with the knowledge and consent of the firm.			
_____ Date		_____ Signature of Designer	

NOTE:

1. For the purposes of this form, "individual" means the "person" referred to in Clause 3.2.4.7(1) d) of Division C, Article 3.2.5.1. of Division C, and all other persons who are exempt from qualification under Subsections 3.2.4. and 3.2.5. of Division C.
2. Schedule 1 is not required to be completed by a holder of a license, temporary license, or a certificate of practice, issued by the Ontario Association of Architects. Schedule 1 is also not required to be completed by a holder of a license to practise, a limited license to practise, or a certificate of authorization, issued by the Association of Professional Engineers of Ontario.